

### **Procedures and Process for Monitoring McKinney-Vento Program**

Each McKinney-Vento recipient will annually submit a completed Stewart B. McKinney Education of Homeless Children and Youth Self-Monitoring Guide to the State Project Director of Homeless Education by the first week of April.

Guides will be reviewed by the State Project Director of Homeless Education. After the reviews are completed an on-site monitoring visit will be conducted by the project director during the months of April and May.

This on-site monitoring will be on a three year schedule. The schedule is subject to change based on the subgrantees each year.